IAC Ch 2, p.1

141—2.7(2C) Decision to investigate.

2.7(1) *Notice of decision.* If, after preliminary review and inquiry and consideration, the citizens' aide/ombudsman decides to investigate a complaint, the complainant and the agency involved in the complaint shall be notified of the decision.

2.7(2) *Notice to agency.* A notice of investigation to an agency shall be directed to the head or director of the agency and any other officer or employee of the agency who is a subject of the complaint, as determined by the citizens' aide/ombudsman. Such notice may be given simultaneously or in conjunction with any investigative action that is initiated under rule 2.8(2C).